

STANDARD FORM NO. 64

Office Memorandum • UNITED STATES GOVERNMENT

to : Director of Training

DATE: 25 February 1957

FROM : Chief, Plans and Policy Staff

SUBJECT: Weekly Activity Report #8

I. COMPLETED PROJECTS

a. Training Requirement Estimates

Forms for the estimated training requirements for the last quarter of FY 1957 and FY 1958 (revised) have been distributed to the DD/I, DD/P and DD/S. The completed forms are due in OTR on or before 29 March.

25X1

b. Training Appendix to the Global War Plan

[] again met with [] to make certain minor adjustments in the Training Appendix to the Global War Plan. This appendix is now ready for staffing within the DD/P for final approval and publication.

25X1

c. OTR/USAF Relationships

A memorandum outlining OTR/USAF relationships was prepared for the DD/S. This information was requested by Col. White for use in his briefing of Major General John B. Cary.

d. Credit for on-the-Job Training

Replies were sent to the following components in response to requests for credit under the provisions of []: Office of Central Reference, Office of Operations, Office of Logistics and the Management Staff.

25X1

e. Language Development Program

On 20 February 1957 the Committee on Language Development met to consider the field version of Notice No. [] and a

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25X1

XXXX
proposed change in the Headquarters version of Notice No. []
[] proposed by the Director of Personnel. The Form 444c, 25X1
Language Data Record, and the accompanying instructions for its
use were also considered. The Committee completed action on
all three items, and the Executive Secretary of the Career Council
is submitting the field version of Notice No. [] to those 25X1
members of the Career Council who indicated a desire to see it
prior to publication. These included the Director of Training and
the General Counsel. The Form 444c and instructions are being
sent to the printer for printing and distribution. This completes
all action preliminary to Agency and overseas dissemination of
the regulation and the notices.

II. NEW PROJECTS

25X1

a. Analysis of CIA Regulation No. []

PPS has been requested to make an analysis of CIA Regulation
[] Competative Promotion, in order to determine whether
there is any need to modify present OTR Career Board practices on
matters of promotions.

25X1

b. N. Y. Air Reserve Annual Dinner Meeting

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C/PPS ~~attended~~ *spoke at* the annual dinner meeting of Flight E of the
9602 Air Reserve Squadron in New York City on 15 February 1957.
In addition to the members of the Flight, the following guests were
present: Director of Intelligence, Continental Air Command; Lt.
Col. Keesling, USAF; and Col. Rose, Commadant, New York Air
Reserve Training Center.

III. PROJECTS IN PROCESS

a. PP/PM Seminar

The PP/PM seminar for producing "working doctrine" has been
postponed until 28 February.

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IV. MEETINGS ATTENDED

25X1

a. Agency Participation at AFSC

25X1

[] met with [] Office of Personnel, 25X1
to discuss recommendations submitted by [] for the
expansion of Agency participation at the Armed Forces Staff College.
A subsequent meeting was arranged with [] PPC, 25X1
for 21 February.

b. Training Credit for PSD

A meeting took place on 18 February with the Training Officer
of the Office of Logistics to discuss the best means of reducing
the time proposed by the Printing Services Division for credit under
CIA Regulation No. []

25X1

[] 25X1